



# Fort Eustis CPAC Civilian Personnel Advisory Center Bulletin

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[www.eustis.army.mil/cpac](http://www.eustis.army.mil/cpac)  
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## ICARE PROGRAM COMING SOON TO THE CPAC



The Ft. Eustis CPAC will be implementing a new customer service program in January 2012 called ICARE (Integrity, Compassion, Advocacy, Resourcefulness and Excellence). The program will run through December 2012. The goal of the ICARE Program is to create a Culture of Excellence where managers, supervisors, and employees “seek-out” the CPACs human resources services and CPAC employees fully invest themselves in their work with management officials, employees, and external customers. Additional information on the ICARE Program will follow in future CPAC bulletins, through communications with customers, and on the CPAC website ([www.eustis.army.mil/cpac](http://www.eustis.army.mil/cpac)).

## ANNOUNCING NEW FEDERAL EMPLOYEES’ GROUP LIFE INSURANCE (FEGLI) PREMIUMS

The Office of Personnel Management (OPM) has announced changes in premiums for certain Federal Employees’ Group Life Insurance (FEGLI) categories. These include changes to premiums for Option B (most age bands), Option C (all age bands), and Post-Retirement Basic Insurance (for annuitants only). There will be no change in premiums for Basic Employee or Option A coverage. New premiums under the FEGLI Program which will take effect 1 January 2012 can be found in OPM’s Benefits Administration Letter #11-309 at <http://www.opm.gov/retire/pubs/bals/2011/11-309.pdf>. The FEGLI premium rates will be updated on the FEGLI web site ([www.opm.gov/insure/life](http://www.opm.gov/insure/life)) in January 2012.



### Inside this issue:

ICARE Program Coming /  
Soon to the CPAC

Announcing New /  
Federal Employee’  
Group Life Insurance  
(FEGLI) Premiums

Assistive Technology 2

Family Medical Leave  
Act (FMLA) Update 2

Student Aid on the  
Web 3

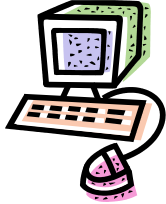
Computer/Electronic  
Accommodations Pro-  
gram (CAP) 3

Financial Fitness Tip for  
Employees 4

Feedback 4



## ASSISTIVE TECHNOLOGY



Did you know that all computer operating systems (yes, even ours) have assistive technology built into them? If you have low vision or hearing problems, you might want to look into this.

Use the right button on the mouse while viewing the desk top. Scroll through the drop down menu and click on "personalize". You will get a whole list of assistive technology choices such as fine tuning the color and style of your windows, changing your screen saver or adjusting when it displays, changing which sounds are heard when you do everything from getting e-mail to emptying your Recycle Bin, etc.

## FAMILY MEDICAL LEAVE ACT (FMLA) UPDATE

The U.S. Office of Personnel Management (OPM) has issued final regulations to implement section 565(b)(1) of the National Defense Authorization Act for Fiscal Year 2010 (Public Law 111-84, October 28, 2009). The final regulations amend the Family and Medical Leave Act (FMLA) regulations to provide eligible Federal employees up to 12 administrative workweeks of unpaid leave under the FMLA for qualifying exigency purposes. The regulations are available at <http://www.opm.gov/fedregis>.



Qualifying exigencies arise when the spouse, son, daughter, or parent of an employee is on covered active duty in the Armed Forces, or has been notified of an impending call or order to covered active duty status. These regulations will help employees manage family affairs when their family members are on covered active duty.

The regulations provide for eight categories of qualifying exigencies: short-notice deployments, military events and related activities, childcare and school activities, financial and legal arrangements, counseling, rest and recuperation, post-deployment activities, and additional activities not encompassed in the other categories when the agency and employee agree they qualify as exigencies and agree to the timing and duration of the leave.





## STUDENT AID ON THE WEB

It's the time of year when students apply to colleges. The Department of Education's web page "Student Aid on the Web" (<http://studentaid.ed.gov/PORTALSWebApp/students/english/index.jsp>) provides information on preparing for and funding education beyond high school. Whether you're in elementary or high school, parent or counselor, their site offers for all a wealth of information and publications. They are there to help you make informed decisions regarding all phases of a college, technical or trade school education and career choice.



A great feature of "Student Aid on the Web" is MyFSA. Establishing a MyFSA account allows you to register your name and basic profile information that can be used to search and match to the right career fields, colleges and scholarships. At your option, your profile information can be used to pre-populate certain fields on the Free Application for Federal Student Aid (FAFSA<sup>SM</sup>) and electronic college admission applications. You can even calculate an estimated family contribution (EFC). NOTE: If you have a student who is planning on attending college and is currently a junior or senior in high school, ask your high school's guidance office about FAFSA. Most high schools conduct senior and senior parent financial aid nights at which they review the FAFSA form with seniors and their parents. Your student's guidance office might also set up a time for parents and students to bring in the financial information and help with completing the FAFSA online. Contact your student's guidance office and check out the Department of Education's web page "Student Aid on the Web" today!



## COMPUTER/ELECTRONIC ACCOMMODATIONS PROGRAM (CAP)

The Computer/Electronic Accommodations Program (CAP) provides assistive technology and support services to individuals with disabilities and wounded service members. These include those who are blind, vision-impaired, deaf, hearing impaired or with a dexterity, communication, cognitive, or learning disability. CAP increases access to information and works to remove barriers to employment opportunities by eliminating the costs of assistive technology and accommodation solutions.

CAP works closely with federal hiring managers, supervisors and IT professionals involved in the recruitment, placement promotion and retention of people with disabilities or wounded service members. Any employee with a disability employed by a component of the Department of Defense (DoD) or by any Federal agency can request CAP assistive technology and services.

While CAP's primary focus is on disabled individuals in DoD and the Federal government, they also provide assistance and guidance to those in the civilian sector, including the aging workforce, with disabling conditions that prevent them from accessing information, gaining employment, or inhibiting their workplace productivity to ensure successful employment for people with disabilities.

For more information on CAP go to <http://cap.mil>.





## FINANCIAL FITNESS TIP FOR EMPLOYEES

(1) The Department of Defense Civilian Personnel Management Service (DoD CPMS) has a "Financial Fitness" section available on their website at [http://www.cpms.osd.mil/finfit/finfit\\_index.aspx](http://www.cpms.osd.mil/finfit/finfit_index.aspx). This site has savings tips, discounts for DoD employees, retirement benefits calculator, information about saving for your life's stages and much more. Financial fitness means taking a responsible and proactive approach to managing your money. Most people have goals in life. This section of the DoD CPMS website provides information that will help you align your finances with your personal objectives. It also includes tips, techniques, and tools that will help you stay on track to achieving your goals – little by little, everyday!



Source: Army Benefits Center-Civilian (ABC-C) March 2011 Newsletter

(2) Making prompt payments and maintaining good credit history goes a long way in being able to pass background checks and obtain/maintain a security clearance. If an employee is worried about their current credit standing, it would be in their best interest to seek financial counseling or assistance NOW. If this is a concern in these economic times, they should consider requesting a copy of their credit report at <https://www.annualcreditreport.com>. This is the ONLY authorized online source for a free credit report under federal law. A free report from each of the three national credit reporting companies can be obtained every 12 months. Other sites claim to offer "free" credit reports, but may charge a fee for another product if their report is accepted. The most common reasons for not being able to retain or being denied a clearance are financial or criminal issues such as bad credit, drug or alcohol abuse. Employees should consider consulting your personnel security office for advice.

(3) Are you meeting your savings goal? The Federal Ballpark E\$imate (<http://www.opm.gov/retire/tools/calculators/ballpark/BallparkIntro.asp>) developed by OPM is a savings goal worksheet. You can use the Federal Ballpark E\$imate to automatically calculate estimates of future Civil Service Retirement System (CSRS) or Federal Employees Retirement System (FERS) retirement benefits and Thrift Savings Plan (TSP) account balances. It will help you quickly identify approximately how much you need to save to fund a comfortable retirement and how well you are doing in meeting your savings goal.



(4) Feed the Pig! Features Benjamin Bankes, the "spokespig" who reminds you to feed your piggy bank. On the website <http://www.feedthepig.org> you will find fun tools, a quiz, tips and other resources. This website is part of a national campaign sponsored by the American Institute of Certified Public Accountants (AICPA) and the Advertising Council. The goal of the Campaign is to encourage and help Americans aged 25 to 34 take control of their personal finances.

Source: ABC-C May 2011 Newsletter

## FEEDBACK



This bulletin is designed to inform employees and supervisors of new civilian human resources issues and refresh their knowledge of existing policies and procedures. We welcome your feedback; contact your servicing Human Resources Specialist. The bulletin is available on our web page, <http://www.eustis.army.mil/cpac>. Request you print and post on Bulletin Boards throughout your organization for those employees who do not have access to our web page. The CPAC uses the Interactive Customer Evaluation (ICE) and we would appreciate you taking the time to rate us and provide feedback on the service you receive from our office. Just click on the following website: [http://ice.disa.mil/index.cfm?fa=site&site\\_id=439](http://ice.disa.mil/index.cfm?fa=site&site_id=439)